

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DOT1074147**

Date Posted: **10/03/11**

POSITION NO: **242283**

Closing Date: **10/14/11**

CLASS CODE: **4149**

POSITION TITLE: **Senior Heavy Equipment Operator**

DEPARTMENT NAME: **Navajo Division of Transportation**

DEPARTMENT NO: **107** WORKSITE LOCATION: **Sanostee, New Mexico**

WORKS DAYS/HOURS: POSITION TYPE: GRADE: **R62A**

Days: **Monday-Friday**

Permanent: ☒

SALARY:

Hours: **8:00 AM to 5:00 PM**

Temporary: ☒

Duration: \$ **32,073.60** Per Annum

Part-Time: ☐

No. of Hrs/Wk: **40** \$ **15.42** Per Hour

DUTIES AND RESPONSIBILITIES:

Operate various heavy equipment for the purpose of maintaining roads (dirt, gravel, pavement) on the Navajo Nation. Type of work includes: leveling, grading, proper drainage, digging, compacting, watering, backfilling, scraping, drainage cutting, culvert installation, etc. Perform daily safety and maintenance checks on heavy equipment unit's, such as, oil changes, service brakes, grease and lubricate, repair flats, rotate tires, etc. Act as on-site crew leader, responsible for operating heavy equipment in a safe and appropriate manner. Responsible for the control and safe flow of traffic thru public road maintenance construction areas. Perform pre-winter, winter, spring and summer maintenance on roads. Loading, preparing, and driving tractor trailer rigs hauling heavy equipment to job sites. Also, drive fuel & petroleum vehicle to project area. Hazardous material endorsement required for driver. Ensure safety policies & procedures are followed while storing, transportation, and handling fuel and oil. Responsible for proper clean-up/disposal of small spills and leakage. Monitor/update supply listing in timely basis. Maintain work orders, schedule, logs, etc.; submit record keeping in written narrative reports; bi-weekly and monthly reports. Assist in the selection of maintenance projects based on knowledge and resources. Attend job related workshops, seminars, conferences, training, and meetings. Represent department at public meetings. Ensure heavy equipment is safely and securely stored.

QUALIFICATION REQUIREMENTS:

Education and Training:

High School Diploma or GED. Training in heavy equipment and road maintenance. **(to receive full credit for education, training applicant must submit copies of college transcripts, certificates, diplomas, etc.)**

Experience:

Three (3) years of progressively responsible heavy equipment and road maintenance experience. Knowledge of highway safety, personnel safety, construction safety, construction flagging, etc. (Preferred)

Special Knowledge, Skills and Abilities:

HazMat endorsement, Certified heavy equipment operator training a plus.

License/Certification Requirements:

Must possess a CDL - Class B and a NN Vehicle Operators Permit, Type CDL, HazMat endorsement, First Aide/CPR Training.

VETERANS PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.

Revised: 1-15-99